

THE WOODLANDS TOWNSHIP

BOARD OF DIRECTORS

WORKSHOP MEETING

APRIL 21, 2011

MINUTES

THE STATE OF TEXAS §

COUNTIES OF HARRIS & MONTGOMERY §

The Board of Directors of The Woodlands Township met in regular session, open to the public, on April 21, 2011, posted to begin at 7:30 a.m. The workshop session was held in a meeting room at the Office of The Woodlands Township, Board Chambers, 10001 Woodloch Forest Drive, Suite 600, The Woodlands, Texas, within the boundaries of The Woodlands Township.

DIRECTORS PRESENT: Chairman Bruce Tough, Vice Chairman Lloyd Matthews, Secretary Claude Hunter, Treasurer Ed Robb, Director Nelda Blair, Director Tom Campbell, and Director Peggy Hausman

DIRECTORS ABSENT: None

STAFF/ADVISORS: Don Norrell, President/General Manager, John Powers, Assistant General Manager Community Services, Monique Sharp, Assistant General Manager of Finance & Administration, Fire Chief Alan Benson, Susan Welbes, Director of Human Resources, Nick Wolda, Director of Community Relations/CVB President, Miles McKinney, Legislative Affairs & Transportation Manager, Karen Dempsey, Management Analyst, Mary Connell, Manager of Community Relations, Bret Strong, Legal Counsel and Mike Page, Legal Counsel

Call to Order:

Chairman Tough called the workshop session to order at 7:30 a.m. and declared that notice of this meeting was posted 72 hours in advance at the Courthouses of Montgomery and Harris Counties and inside the boundaries of The Woodlands Township at the office building located at 10001 Woodloch Forest Drive, Suite 600, The Woodlands, Texas. As there was a quorum of members present, the Board proceeded to conduct business regarding the following matters.

Consider and act upon adoption of the meeting agenda:

Chairman Tough called for a motion and second to adopt the agenda.

MOTION: Motion by Director Blair; second by Director Campbell

VOTE: **Ayes:** Chairman Tough
 Vice Chairman Matthews
 Secretary Hunter
 Treasurer Robb
 Director Blair
 Director Campbell
 Director Hausman

Nays: None

Abstentions: None

Absent: None

ACTION: Motion passed unanimously.

Recognize Public Officials:

Chairman Tough recognized the following public officials:

- George Van Horn, Precinct 32 Chair and Vice President of Government Relations for Grogan's Mill Village Association
- Mark Castleschouldt, Chief Appraiser for Montgomery Central Appraisal District

Public Comment:

- George Van Horn relayed Grogan's Mill resident concerns about covenant administration issues and behavior at Sawmill Park, and invited all to attend the Farmers Market, Saturday, 8 a.m.-noon at Grogan's Mill Village Center
- Lynn Wallace presented an overview of The Village at The Woodlands Waterway, a new senior living facility, and requested that the Board consider establishing a trolley stop at the location

The Public Comment Roster is attached hereto as Exhibit "A".

Receive, consider and act upon a proclamation in support of National Police Week:

Chairman Tough informed the Board that this item will be presented at the April 27, 2011 Board of Directors meeting.

The following agenda item #10 was taken out of order and handled before discussion of the Potential Consent Agenda items:

Receive, consider and act upon adopting a resolution establishing residential homestead exemption(s) from ad valorem taxation by The Woodlands Township

Chairman Tough called upon Chief Appraiser of Montgomery Central Appraisal District, Mark Castleschouldt, to update the Board regarding homestead exemption issues, specifically as applies to a 3 percent, minimum \$5,000 exemption. Mr. Castleschouldt discussed the estimate of percentage increase of preliminary property valuation as well as potential loss in taxable value of \$233,650,000 if a 3 percent exemption were implemented or \$389,000,000 if a 5 percent homestead exemption were enacted.

Monique Sharp was then called upon to give a PowerPoint presentation outlining the impact of the proposed exemptions, including an average reduction in property tax, budget impact and necessary timeline for decision points.

This item will be brought forward to the April 27, 2011 regular Board meeting for consideration and action under the Regular Agenda.

A copy of Ms. Sharp's PowerPoint presentation is attached hereto as Exhibit "B".

POTENTIAL CONSENT AGENDA:

(This agenda consists of non-controversial or "housekeeping" items required by law that will be placed on the Consent Agenda at the next Board Meeting and may be voted on with one motion. Items may be moved from the Consent Agenda to the Regular Agenda by any Board Member making such request.)

Receive, consider and act upon approval of the minutes of the March 17, 2011 Board Workshop, March 23, 2011 Special Board Meeting and March 23, 2011 Regular Board Meeting of the Board of Directors of The Woodlands Township

Chairman Tough asked the Board to review the minutes in preparation for the April 27, 2011 regular Board meeting. Director Campbell requested a correction to the March 23 Regular Board minutes to the vote on Proposed Commission Agreements for Sublease Activity to include his vote as an "aye" vote rather than "nay." Corrections to the minutes will be made prior to consideration and action at the April 27, 2011 regular Board meeting under the Consent Agenda.

Receive, consider and act upon approval of a contract with Joiner Partnership, Inc. for architectural and design services for Central Fire Station;

Alan Benson was called on to present this item, providing a summary of proposed design work fees and projected construction cost for the new Central Fire Station Project, with a recommendation to approve the proposed contract with Joiner Partnership, Inc. Board discussion followed. This item will be brought forward to the April 27, 2011 regular Board meeting for consideration and action under the Consent Agenda.

Receive, consider and act upon award of bid for playground equipment for Chandler Creek Park;

John Powers presented a summary of this item with a recommendation that the Board approve the recommendation to accept the playground design proposal and award the contract to McKenna Construction for Chandler Creek Park in the amount of \$60,000. Board discussion followed. This item will be brought forward to the April 27, 2011 regular Board meeting for consideration and action under the Consent Agenda.

Receive, consider and act upon approval of a lease agreement for mailing systems equipment;

John Powers presented a summary of this item with a recommendation that the Board approve the lease with Pitney Bowes Global Financial Services for mailing systems equipment. Board discussion followed. This item will be brought forward to the April 27, 2011 regular Board meeting for consideration and action under the Consent Agenda.

Receive, consider and act upon approval of The Woodlands Township's participation in the Cooperative Purchasing Network;

Monique Sharp presented a summary of this item with a recommendation that the Board approve the Township's participation in The Cooperative Purchasing Network. Board discussion followed. This item will be brought forward to the April 27, 2011 regular Board meeting for consideration and action under the Consent Agenda.

Receive, consider and act upon revisions to the Parks 2011 Capital Projects Schedule regarding the addition of a Kuykendahl pathway project;

John Powers presented a summary of this item with a recommendation that the Board approve the revision to the 2011 Parks and Recreation Capital Projects list for new pathways as submitted with the same conditions and authorization to the President/General Manager as approved by the Board on January 20, 2011. Board discussion followed. This item will be brought forward to the April 27, 2011 regular Board meeting for consideration and action under the Consent Agenda.

Receive, consider and act upon revisions to the Law Enforcement 2011 Capital Projects Schedule regarding the purchase of mobile data terminal equipment for patrol vehicles

John Powers presented a summary of this item and Lt. Dottei spoke in support with a recommendation that the Board authorize the purchase or lease/purchase of 24 Panasonic Toughbook CF31 Packages, 80 VPN Connectivity, Security and Tokens, and Air Cards for 59 patrol vehicles, for the Montgomery County Sheriff's Office-District 6-The Woodlands Township as presented. Board discussion followed. This item will be brought forward to the April 27, 2011 regular Board meeting for consideration and action under the Consent Agenda.

BRIEFINGS:

Receive and consider a quarterly update from The Woodlands Convention and Visitors Bureau;

Nick Wolda presented an update on The Woodlands Convention and Visitors Bureau services, visitor activity, special event attendance and destination marketing efforts during the 1st quarter 2011. Landry's representative, Nicki Keenan, briefed the Board on future Waterway Cruiser dining and entertainment offerings. Board discussion followed. No action was needed on this item.

A copy of the Executive Summary for the above item is attached hereto as Exhibit "C".

Receive and consider an update regarding fountains in the Town Center;

John Powers presented an update on the status of several improperly working/maintained fountains in the Waterway area, including those at Dolce Vita and Goose's Acre. Repairs are being undertaken by owners involved, as well as The Woodlands Development Company, and discussions are underway as to presenting particular fountain areas as public access easements. Board discussion followed. No action was needed on this item.

Receive and consider an update regarding the Governance Planning Process for The Woodlands;

Karen Dempsey presented an update on the status of activities involved in the Governance Planning Process, outlining ongoing work by Partners for Strategic Action, including establishment of Stage 1 scope of work and schedule, preferred Board involvement best practices, identification of potential stakeholders for focus group/interviews and Stage 1A: The Woodlands Governance "Refresher Course." Board discussion followed concerning introduction of cost scenarios into the evaluation process. Ms. Dempsey requested that the Board provide a stakeholder list of names by May 1, 2011. No action was needed on this item.

A copy of the Executive Summary for the above item is attached hereto as Exhibit "D".

POTENTIAL REGULAR AGENDA:

(This agenda consists of items that will be placed on the Regular Agenda at the next Board of Directors' meeting.)

Receive, consider and act upon approval and release of bid documents for 9012 New Trails;

Don Norrell called upon Damon Palermo, of PalermoBarr, to provide an update on construction costs for the 9012 New Trails office building. Mr. Palermo advised that a request to publically bid the construction documents would be presented at the regular Board meeting, but preliminary estimates would be provided to the Board prior to that date. Board discussion followed. This item will be brought forward to the April 27, 2011 regular Board meeting for consideration and action under the Regular Agenda.

Receive, consider and act upon a First Amendment to the Waterway Cruiser Service Agreement;

Attorney Bret Strong, Monique Sharp and Barry Goodman presented summaries of this item discussing legal, financial and procedural efforts taken in order to revise the Waterway Cruisers Interlocal Agreement, an agreement between The Woodlands Township and Brazos Transit District, with a recommendation that the Board approve the First Amendment to the Waterway Cruisers Interlocal Service Agreement and authorize The Woodlands Township President/General Manager to execute and deliver the Agreement on behalf of The Woodlands Township. Board discussion followed. This item will be brought forward to the April 27, 2011 regular Board meeting for consideration and action under the Regular Agenda.

CLOSED MEETING (if applicable);

Recess at 10:10 a.m. to Executive Session to discuss matters relating to real property pursuant to §551.072, Texas Government Code; deliberation of economic development negotiations pursuant to §551.087, Texas Government Code; discuss personnel matters pursuant to §551.074, Texas Government Code; and to consult with The Woodlands Township's attorney concerning pending litigation pursuant to §551.071, Texas Government Code;

The Board reconvened in open session at 11:15 a.m.

Receive, consider and act upon providing requested financial or other support to Montgomery County and/or the Lone Star Groundwater Conservation District in opposition to the TexCom Gulf LLC applications for injection well permits in Montgomery County;

Chairman Tough informed the Board that this item will be discussed at the April 27, 2011 Board of Directors meeting.

Receive, consider and act upon an agreement between the Center for the Performing Arts at The Woodlands and The Woodlands Township relating to funding of cultural education events;

Chairman Tough informed the Board that this item will be discussed at the April 27, 2011 Board of Directors meeting.

Receive, consider and act upon a First Amendment to the Host Venue Agreement with World Triathlon Corporation;

Chairman Tough informed the Board that this item will be discussed at the April 27, 2011 Board of Directors meeting.

ADMINISTRATIVE REPORTS:

Community Services: presented by John Powers

- Watch Talk Wednesday program on April 27 with Sergeant Paul Cassidy, Montgomery County Sheriff's Office Community Policing Liaison for The Woodlands. The event is scheduled at the Service Center from noon to 1 p.m.
- Good Neighbor Days for Village of Creekside Park on Pinto Point Place, Friday, April 29 from 6:30 p.m. to 8:00 p.m.; Saturday, April 30 at: Village Of Alden Bridge on Blackstar Place from 10:00 a.m. to 11:30 a.m.; Village of Indian Springs on Mystic Valley Ct. from 11:00 a.m. to 12:30 p.m. May Good Neighbor Days are planned for Yewleaf Ct. in the Village of Panther Creek on May 7 from 10:00 a.m. to 11:30 a.m. and on May 14 at 83 Harvest Wind Cir. in the Village of Alden Bridge from 10:00 a.m. to 11:30 a.m.
- Spring Series of Concert in the Park at Northshore Park concluded this past Sunday, with over 5,000 attendees. Fall Series begins September 11 with six Sunday evening concerts planned through October 23. A Fourth of July Concert is scheduled on July 4th with the Buck Yeager Band.
- Clark Condon Associates continues work on the sports fields, competitive swimming and parks, pools and amenities study. Staff is currently working with the consultant on a survey that will be distributed to the general public.
- CB&I Tri will be held May 7 beginning at Northshore Park at 7:00 a.m.
- Due to the CB&I Tri and Memorial Hermann Ironman Texas, the entire kayak inventory at Riva Row Boat House will be used for these events. Therefore, the Boat House will open late:
- Open Water Swim Clinic (7 a.m.--9 a.m.) – Saturday, April 30 *open at 10 a.m.
- Ironman Practice Swim (9 a.m.--11 a.m.) – Friday, May 20 *open at 12 p.m.
- Ironman Texas (5 a.m.--10 a.m.) – Saturday, May 21 *open at 11a.m.
- The Magellan Pipeline encroachment issue related to the expansion of Alden Bridge Sports Park was resolved by concessions given by Magellan and with the Township contractors acquiring the additional insurance.
- Community Involvement Day is being planned for June 11 for the Golden Sage neighborhood in the Village of Cochran's Crossing.
- Over 500 people and 100 volunteers participated in the Earth Day GreenUp event this past Saturday. Over 30 cubic yards of trash and recyclables were collected.
- The new traffic light at Gosling and Creekside Forest Dr. is awaiting Harris County to turn on the light.

Community Policing: presented by Marian Leck

- MCSO staffing report: Total of 85 personnel (80 through TWT)
- Harris County Constable's Office-Deputy Constable Mike Ruby reports that construction theft is an ongoing challenge
- Crime Status and Trends report regarding notable arrests and blotter information
- Equipment Status update
- Police-Community Partnership update of programs and activities
- Overtime programs update
- The week of May 15 – 21, 2011 is National Police Week to honor the service of those law enforcement officers killed in the line of duty while protecting our communities.

The Woodlands Fire Department: presented by Fire Chief Alan Benson

No report

The Woodlands Convention & Visitors Bureau: presented by Nick Wolda

No report

DISCUSS FUTURE AGENDA/ANNOUNCEMENTS:

Consideration of items to be placed on the agenda for next month's meeting:

- Director Hausman asked that discussion of ownership of the Grogan's Mill pedestrian bridge be included on the next agenda
- Director Blair asked that discussion of expanded trolley service be included on the next agenda

Board announcements:

No announcements

Public comment; and

None

Adjourn

As there was no further business to discuss, Chairman Tough called for a motion and second to adjourn the meeting at 11:23 a.m.

MOTION: Motion by Secretary Hunter; second by Director Campbell

VOTE: **Ayes:** Chairman Tough
 Vice Chairman Matthews
 Secretary Hunter
 Treasurer Robb
 Director Blair
 Director Campbell
 Director Hausman

Nays: None

Abstentions: None

Absent: None

ACTION: Motion passed unanimously.



A handwritten signature in blue ink, appearing to read "Claude Hunter", is written over a horizontal line.

Claude Hunter
Secretary, Board of Directors

EXHIBIT OMISSIONS*

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

EXHIBIT "D"

***To view Exhibits, please contact the Records Management Analyst at 281-210-3800.**